

Responses to Questions
Re: RFQ for Engineering Services
12.23.13

- 1.) It appears you are requiring professional liability insurance, workers' compensation insurance and auto insurance. I do not see a requirement for general liability insurance. Is that correct?

Response: General liability insurance is required.

- 2.) Section F, Paragraph 1 reads, "All Proposals must include this document and any subsequent addenda. One (1) original and three (3) electronic copies of your Proposal must be submitted in the specified form and the Proposer must sign and date their Proposals in the space provided. The original must be clearly marked "ORIGINAL" on the front cover". Do you want three electronic copies, ex. three separate CD's, with our proposal on it, or is this a typo? Please clarify format.

Response: I need 3 certified original in PDF format. i.e, they must certify them using adobe professional and send in on a CD.

- 3.) Section M, Section 3.3 reads, "Provide a complete list of all projects currently in progress or completed by your firm within the last three years". Is this list limited in scope to a certain type of service/projects?

Response: I need a sampling of all municipal work they have done. We need a wide variety of resources and assistance.

- 4.) Section N states, "Please include your proposed contract". What do we provide here? Do you want are standard Master Services Agreement that we provide to similar clients like Aransas Pass?

Response: Yes a standard service agreement or contract.

- 5.) Quick clarification re: the RFQ for engineering services due January 16 at 3:00 p.m. The City wants one original hard copy of the proposal and three electronic copies in PDF format on a CD, correct?

Response: Yes, one hardcopy and 3 electronic copies in PDF.

- 6.) Also, is the City counting the re-issuance of the RFQ as an addendum? Just asking in case we need to include a signed copy in our submittal.

Response: No, not an addendum.